



Agency Priority Goal | Action Plan | FY 2023 – Q2

Equity

Goal Leaders



Tyra Redus
Acting Director
Office of Small and Disadvantaged Business
Utilization (OSDBU)



Philip McNamara
Assistant Secretary for Administration
Office of the Assistant Secretary for
Administration (OST-M)

Goal Overview

Goal statement

Increase wealth creation opportunities for underserved communities. By September 30, 2023, DOT commits to raise the small disadvantaged business utilization contract award dollars from 18.2% in FY 2021 to 20.5%. In doing so, DOT aims to increase wealth creation opportunities for underserved communities through direct procurement mechanisms.

Problem to Be Solved

DOT is committed to pursuing a comprehensive approach to advancing equity for all. DOT is taking actions in four focus areas – wealth creation, power of community, interventions, and expanding access. This Agency Priority Goal (APG) is focused on wealth creation focus area by removing barriers to wealth creation opportunities for underserved communities through increased US DOT contracts.

- Government-wide, less than 10 percent of Federal agencies' total eligible contracting dollars typically go to small disadvantaged businesses, a category under Federal law for which Black-owned, Latino-owned, and other minority-owned businesses are presumed to qualify.
- Women own roughly 20 percent of all small businesses, economy-wide, and less than five percent of Federal contracting dollars go to women-owned small businesses.
- Increasing the amount of Federal spending reaching underserved businesses not only helps more Americans realize their entrepreneurial dreams, but also narrows persistent wealth disparities.
- Barriers that may hinder the inclusion of small disadvantaged businesses in Federal contracting must be removed.

What Success Looks Like

Achieving success with this APG would mean an increase in new small and disadvantaged businesses securing contracts with DOT. Accomplishing this goal would help members of underserved communities build capital, expand their business networks, and attain new skills and experience through increased DOT contracts.

Goal Target

Achievement statement		Key indicator(s)	Quantify progress			Frequency
By...	We will...	Name of indicator	Target value	Starting value*	Current value	Update cycle
09/30/23	Increase contract awards to small disadvantage businesses to 20.5% by September 30, 2023.	USDOT direct contract dollars to small disadvantaged businesses (OSDBU)	20.5%	18.2%	17.87%**	Quarterly

**As of March 31, 2023.

Goal Team

Pete Buttigieg
DOT Secretary

Shelby Scales, Director, Office of Small and Disadvantaged Business Utilization (OSDBU)

Philip McNamara, Assistant Secretary,
Administration (OST-M)

Senior Leads

Leo San Roman
Manager, Procurement Assistance Division
(OSDBU)

Gibran Mills
Acting Associate Director, Acquisition Policy,
Oversight & Business Strategy Division (OSPE)

Marvin Poindexter
Director, Acquisition and Business Services (FAA)

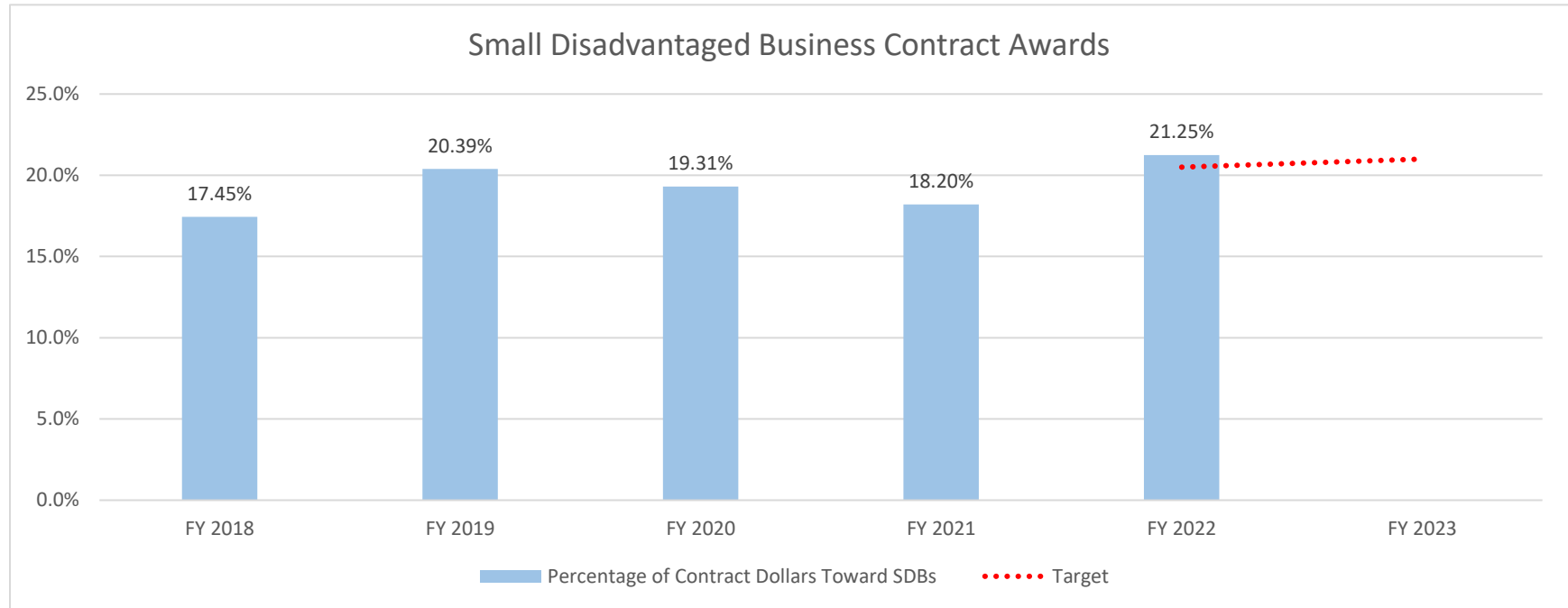
Goal Strategies

- The DOT Office of Small and Disadvantaged Business Utilization (OSDBU) will work with program offices to enhance procurement forecasting tools and assist with vendor outreach and engagement.
- The Office of the Assistant Secretary for Administration (OST-M) developed language for incorporation into DOT Executives' 2022 performance plans regarding focused leadership and commitment to increase small business participation in DOT contracts. OST-M will continue to facilitate and support efforts to communicate Administration priorities and small business training topics to the DOT acquisition workforce and provide procurement subject matter expertise in developing the DOT Procurement Equity dashboard. Additionally, OST-M will lead all strategic conversations and procurement oversight with DOT acquisition stakeholder groups.
- The Federal Aviation Administration (FAA) will add an economically disadvantaged women-owned business set aside category to the Acquisition Management System (AMS).
- DOT will hold strategic conversations with internal stakeholders to target opportunities in the acquisition planning phases (as well as through the procurement forecasting activity) to highlight contracting opportunities and increase small disadvantaged and minority-owned business participation. These strategic conversations will be conducted through forums including, but not limited to, the Acquisition Strategy Review Boards (ASRB), Strategic Acquisition Council (SAC), Acquisition Planning Working Group (APWG), and Procurement Management Reviews (PMR).

- DOT will target outreach to increase small disadvantaged and minority-owned business participation. DOT Operating Administrations will issue a request for information to invite vendors to one-on-one meetings to discuss how we can create more contracting opportunities for small disadvantaged businesses, remove barriers to participation in our acquisitions, and expand partnerships with organizations focused on minority business enterprises.
- DOT will develop a dashboard to track minority-owned business participation on DOT direct contracts, including contracts awarded to women-owned small businesses by race. The dashboard will display information to help DOT leadership and acquisition practitioners make data-informed decisions as we implement a variety of procurement-related activities.

Key Indicators (SDB Contract Awards)

USDOT Direct Contract Dollars to Small Disadvantaged Businesses (OSDBU)



Key Milestones

Milestone Summary					
Key Milestone	Milestone Due Date	Milestone Status	Change from last quarter	Owner	Comments
Connections Marketplace Program	September 30, 2022	On-Track	In Q2, OSDBU hosted three CMP virtual sessions with more than 530 small businesses in attendance.	Office of Small and Disadvantaged Business Utilization (OSDBU)	OSDBU kicked off the Connections Marketplace sessions in February 2022
Enhance DOT procurement forecast capabilities	September 30, 2022	Complete	FAA forecasted opportunities have been transitioned to DOT Procurement forecast. No further updates, this task was completed in Q3.	OSDBU	As of June 30, 2022, all FAA forecasted opportunities were transitioned to the Department's procurement forecast.
Inclusion of small business goals in Senior Executives performance plans	September 30, 2022	Complete	No further updates, this task was completed in Q1.	OST-M	DOT's Office of Human Resources has developed language for incorporation into DOT Executives' 2022 performance plans regarding focused leadership and commitment to increase small business participation in DOT contracts.
Small Business Summits	June 30, 2023	On-Track	OSDBU hosted a summit on March 8 in Irving, TX.	OSDBU	In FY2023 Q2, OSDBU staff hosted a Small Business Regional Symposium on March 8 in Irving, Texas. Upcoming sessions in Q3 are in Atlanta, GA on April 27, and Albany, NY on May 17.

Narrative—FY 2023 Q2

SDB Dollar Award Increase: From FY 2021 to FY 2022, the small disadvantaged business dollar award amount increased by approximately \$415 million, from \$1.369 billion to \$1.78 billion. The \$1.78 billion constituted 21.25% of \$8.4 billion in total awards for the Department in FY2022.

Connections Marketplace: OSDDBU started the planning of its Connections Marketplace (CMP) series initiative in the last FY. In Q2, OSDDBU hosted seven CMP sessions with more than 530 small businesses in participation. To date, OSDDBU has hosted 22 sessions since program kick off in February 2022 with more than 2,900 small businesses in participation. During Q2, Buyer Side Chat sessions included small business specialist and acquisition staff from VOLPE, Pipeline Hazardous Materials Safety Administration, and Maritime Administration. “Meet the Mentors” sessions included speakers from the CGI Federal and US Women’s Chamber of Commerce (USWCC). Through these virtual sessions, OSDDBU provided an overview of the Federal contracting process, how to navigate DOT’s procurement forecast, upcoming opportunities, technical assistance, and available resources for small businesses.

Enhance DOT procurement forecast capabilities: In FY 2022 Q2, OSDDBU started the transition of FAA procurement forecast opportunities into DOT forecast, which when complete will consolidate all DOT forecast transactions into one system. In Q3, OSDDBU, OCIO and FAA’s Office of Small Business Programs worked on training sessions with FAA acquisition staff. As of June 30, FAA forecasted opportunities were fully transitioned into DOT’s forecast. No further updates, this task was completed in FY 2022 Q3.

Inclusion of small business goals in Senior Executives performance plans: This task has been completed. In October 2021, the FAA’s Office of Human Resources included small disadvantaged business goals in FAA’s Senior Executives performance plans. In February 2022,

the Departmental Office of Human Resources issued guidance to OST and Operating Administrations to include small business goals in Senior Executive Service Performance Plans.

Small Business Summits: In Q2, OSDBU continued its series of Regional Small Business Transportation Contracting Symposium in collaboration with the Minority Business Development Agency and our Gulf Region Small Business Transportation Resource Center (SBTRC). This session included panels with DOT officials, state DOT Executive Directors, local and state acquisition staff, and large prime contractors to provide information on upcoming BIL-funded transportation infrastructure projects, connecting small and minority businesses with technical assistance providers and financial institutions. During this session, we also had an expo hall to connect small and minority businesses with State DOTs, operating administrations, fund recipients and Prime contractors to hear about project specific opportunities.

Business Forum 2022 - In Q4, OSDBU hosted its first Business Forum in collaboration with federal partners including SBA and Minority Business Development Agency (MBDA). The event was held at DOT HQ on September 20, 2022. Secretary Buttigieg, and cabinet members including Isabella Guzman, SBA Administrator, and Don Cravins, Jr., Undersecretary of Commerce for MBDA, department leaders, prime contractors, and national stakeholders, participated on a Fireside Chats, and industry panels to discuss federal government equity in procurement efforts and best practices. The event featured a business matchmaking session to connect small, disadvantaged businesses with the Operating Administrations, large prime contractors, and technical assistance providers. In addition, DOT hosted a Networking session with Capital providers and an “Access to Capital” session on SBA’s Small Business Investment Companies (SBIC) program to assist small businesses and disadvantaged business enterprises interested in learning more about investment capital to expand their businesses.

Data Accuracy & Reliability

Scope: The President has set a policy of using Federal contract spending to support small businesses and advance equity. In [Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities through the Federal Government](#) (the Executive Order), the President directed agencies to ensure that Federal contracting and procurement opportunities be made more readily available to all eligible vendors and to remove barriers faced by underserved individuals and communities.

In his June 2021 speech commemorating the centennial of the Tulsa Race Massacre, the President charged every agency to assess available tools to increase opportunities for small businesses and traditionally underserved entrepreneurs to compete for Federal contracts. He set a goal of increasing the share of contracts awarded to SDBs to 15 percent by 2025.

Closing racial gaps in wages, housing credit, lending opportunities, and access to higher education would amount to an additional \$5 trillion in gross domestic product in the American economy over the next 5 years. The Federal Government's goal in advancing equity is to provide everyone with the opportunity to reach their full potential. Consistent with this priority, each agency must assess whether, and to what extent, its programs and policies perpetuate systemic barriers to opportunities and benefits for people of color and other underserved groups. Such assessments will better equip agencies to develop policies and programs that deliver resources and benefits equitably to all.

Sources: Contract Action Report (CAR) reported in the [Federal Procurement Data System \(FPDS\)](#).

Statistical Issues: CARs are manually completed by contracting offices and are subject to data entry issues. The responsibility for the completion and accuracy of the individual CAR resides with the contracting officer who awarded the contract action. CARs in a draft or error status in FPDS are not considered complete. The CAR must be confirmed for accuracy by the contracting officer prior to release of the contract award. The CAR must then be completed in FPDS within three business days after contract award. The Senior Procurement Executive in coordination with the head of the contracting activity is responsible for developing and monitoring a process to ensure timely and accurate reporting of contractual actions to FPDS.

Completeness: Many Federal datasets are not disaggregated by race, ethnicity, gender, disability, income, veteran status, or other key demographic variables. Lack of data impedes efforts to measure and advance equity.

Reliability: DOT has developed a dashboard to track minority-owned business participation in DOT direct contracts, including contracts awarded to women-owned small businesses by race. These data sets for the dashboard include acquisition, procurement, and contracting data available through USASpending, FPDS, and related sources. The dashboard will display information to help DOT leadership and acquisition practitioners make data-informed decisions as DOT implements a variety of Procurement-related EO activities.

DOT will continue to engage with the Office of the Chief Information Officer (OCIO) and other systems experts in examining and improving processes to enhance procurement forecasting tools. The tools will identify industries where minority-owned businesses are achieving success in securing DOT contracts and where their participation may be lower than expected.

Additional Information

Contributing Programs

Organizations:

- Office of Senior Procurement Executive
- U.S Small Business Administration
- Minority Business Development Agency
- DOT Operating Administrations; Federal Aviation Administration, Office of Small Business Programs
- U.S. Department of Commerce's Economic Development Administrations

Stakeholder / Congressional Consultations

Our office has increased communication and engagement with national stakeholders, including chambers of commerce, trade associations, State and local governments, and other Federal agencies to enhance our outreach activities in support of the small business community. Also, FAA has issued a public request for information to improve small disadvantaged business access to contracting opportunities.